

## Credential Application

Safety and Buildings Division  
201 W. Washington Avenue  
P.O. Box 7082  
Madison WI 53707-7082  
Phone (608) 261-8500  
TDD #: (608) 264-8777  
7:45 a.m. - 4:30 p.m.  
www.commerce.state.wi.us

Personal information you provide may be used for secondary purposes [Privacy Law, s. 15.04(1)(m)].

**THE CREDENTIAL WILL NOT BE  
PROCESSED UNLESS YOU :**

- A. Sign and date this form;
- B. Submit a complete application with all blanks filled in or marked non-applicable;
- C. Attach the specified fee; and
- D. Attach documents if specified on this application.

**Instructions:** Please review the pre-printed information in the boxed portions of this application. Clearly print corrections or new information where needed. Please use a color of ink other than black. **Be certain to sign and date the application.** The applicant's social security number is mandatory information. **Make a photocopy of the completed application for your records.**

By signing below, the applicant swears that all information provided on this application is true, accurate and that the credential requirements are met. **Notice: Information collected may be used for participation surveys, eligibility for approvals, law enforcement (including child support and tax delinquency enforcement) purposes and other secondary purposes. The Department may also provide this information to requesters pursuant to Wisconsin's open records law, ss. 19.31-19.39 stats. Social security numbers are required when applying for a license according to Wisconsin Stats. But they may not be disclosed to anyone except other State of Wisconsin governmental agencies.**

Applicant's Signature	Date (mo/day/yr)
<b>Applicant Information</b>	
Applicant's Social Security No:	
Applicant's Name (First, Middle and Last):	
Address No. & Street, or P.O. Box:	
City, Town or Village, State, Zip + 4 Code:	
Country, If Other Than United States:	
Telephone No. (include area code):	
If Available, Fax No. (include area code):	
If Available, Internet Address:	

## UTILITY CONTRACTOR REGISTRATION

**Application and Exam Fee (nonrefundable): \$40.00**      **class code 7630**

Make checks payable to: Safety and Buildings Division. The fee consists of a \$10 application fee and an exam fee of \$30. When the exam is passed, the applicant will be asked to pay a \$250 credential fee which will be prorated because the credential expires on a specific date. The credential, which will be issued after the exam is passed and the prorated credential fee paid, will be effective for 2 years from March 31<sup>st</sup>. Applications may be hand delivered to 201 W. Washington Ave, Fourth Floor, Madison, WI between the hours of 7:45 a.m. and 4:30 p.m., Monday through Friday.

**Reason for Credential:** Except as provided under s. 145.06 (4) Stats., and pursuant to s. 145.06, Stats., no person may install plumbing unless the person holds a credential issued by the department as a licensed master plumber, licensed master plumber-restricted, licensed journeyman plumber, licensed journeyman plumber-restricted, registered plumbing apprentice, registered

plumbing learner-restricted, registered utility contractor or registered pipe layer.

**Requirements of Credential:** The plumbing activities that may be undertaken by a person who holds a credential as a licensed utility contractor or registered pipe layer shall be limited to the installation or modification of water services, private water mains, sanitary building sewers, storm building sewers and private interceptor main sewers. A person who holds the credential shall carry on his or her person the credential issued by the department while performing or conducting the activity or activities permitted under the credential.

A person who, as a licensed utility contractor, installs or modifies water services, private water mains, sanitary building sewers, storm building sewers, or private interceptor main sewers shall utilize the appropriate credentialed persons to install or modify the plumbing.

**Qualifications for Examination:** The person applying for an utility contractor license examination shall be at least 18 years old.

**Fill** in the applicant's birth date (month/day/year, example 04/02/60):

In order to obtain the credential the applicant must obtain a score of at least 70% on an examination. The exam will cover information contained in chapters Comm 5 and Comm 81-87, Wisconsin Administrative Code; NFPA standard 24, 1999 edition, National Fire Protection Association. The exam is open code book. Copies of current Wisconsin Administrative Code books may be obtained from Document Sales @ (608) 266-3358 or @ (800) 362-7253. Copies of NFPA standard 24 entitled "Installation of Private Fire Service Mains and Their Appurtenances" are available from the National Fire Protection Association @ (800) 344-3555. Questions regarding private fire service mains may be included on the exam because utility contractors are allowed to install combined service mains (plumbing/fire protection).

To schedule an exam:

- In the table below circle the month you would like to take the exam and the city in which you would like to take the exam. Record a telephone number where you can be reached during the day in case the exam center is filled for that date. The department will attempt to call and offer exams at available sites or dates.
- Submit the **FEE AND THIS APPLICATION** with the month and city circled for the exam to the division **at least 30 days in advance of the exam date chosen**. Note you may wish to keep a copy of this letter for your records.

Exam Name:		This is a 2-hour exam and will be scheduled for the p.m. [ ] a.m. session (7:15) or [ ] p.m. session 11:45	
Circle the exam location of your choice below. Then below the location, circle the day you would prefer to take the exam.			
Wausau	Back River Falls	Madison Soil Testers Only	Pewaukee
2004 Exam Schedule			
Soil Testers Okay		All exam categories - Soil Testers Okay	
	August 5	August 10	August 17
September 14		September 28	September 21
	October 7	October 12	October 19
November 9		November 16	November 23
		December 14	December 21

2005 Exam Schedule

<b>LA CROSSE</b> <i>Days Inn and Conference Center 101 Sky Harbour Dr 608-783-1000</i>	<b>GREEN BAY</b> <i>Regency Suites Hotel 333 Main St 920-432-4555</i>	<b>MADISON</b> <i>Sheraton Inn 706 John Nolen Dr 608-251-2300</i>	<b>PEWAUKEE</b> <i>Waukesha County Technical College WCTC 800 Main St 262-695-3474 No Soil Testers</i>	<b>HAYWARD</b> <i>Hayward Inn &amp; Suites 10290 Hwy 27 S (715) 634-4100</i>
	January 4	January 11	January 19 Wednesday	
February 8		February 15	February 22	
	March 9 Wednesday	March 15	March 22	March 30
April 5		April 12	April 19	
	May 11 Wednesday	May 24	May 17	
June 7		June 22 Wednesday	June 14	June 29
	July 12	July 26	July 19	
August 9		August 23	August 16	
	September 13	September 27	September 20	
October 25		October 11	October 18	October 5
	November 8	November 22	November 15	
		December 13	December 6	

Day phone number:

A letter confirming the exact date, time and location will be sent to you.

Exams are held the first week of the month in Wausau on Tuesday and Black River Falls on Thursday, the second week of the month in Madison, and the third week of the month in Milwaukee. A letter confirming the exact date, time and location will be sent to you.